



2900 Apalachee Parkway
Tallahassee, Florida 32399-0500
www.flhsmv.gov

**Renewal Instructions For Military Personnel and Dependents
Temporarily Assigned Outside of Florida**

We have received your request to renew your Florida driver license while out of state/country. Florida Statutes require each customer applying for a renewal meet certain requirements before re-issuance of a license. Military personnel and members of their immediate family residing with them (spouse, son, daughter, step-children) are exempt from re-examination while serving on active duty outside of Florida. You must complete the enclosed military application/affidavit certifying active duty status in the U. S. Armed Forces, stationed outside of Florida and provide a copy of the member's current military orders.

The military application/affidavit is attached and must be completed and returned along with the renewal fee and current military orders. If you are a CDL holder, you must also complete the Self-Certification form and mail a copy of your medical card if applicable. If you hold a CDL and are driving for the military only, you can certify in category B and no medical card is required. If you need to certify in category A or C, then you will need to provide a copy of your medical card. If you no longer need a CDL or certified category A or C and do not have your medical card, then you can request to downgrade to a Class E license by indicating below in item #4.

If your name has changed and you would like it to be updated on your Florida driver license, please send us a certified copy of your marriage certificate, divorce decree or court order showing your name change. Please understand that if we change your name on your license, that we cannot change the signature that appears on your license. Therefore, you will receive a license with your updated name change, but your previous signature.

1. Complete and sign the Military Application/Affidavit before a commanding officer or his/her representative, who in turn will sign and indicate their rank. You must also provide a copy of your current military orders.
2. CDL holders complete the Self-Certification Form and include a copy of your medical card (if applicable).
3. Mail the completed Application/Affidavit, military orders, renewal fee (listed below), and Self-Certification form/medical card as applicable to:

**Division of Motorist Services
2900 Apalachee Pkwy, MS 92
Tallahassee, FL 32399-0500**

4. Renewal Fees: Please be sure to include the applicable renewal fee in the form of a check or money order, payable to the Division of Motorist Services. (No Cash)

\$_____ **\$48 Class E Renewal Fee** _____ Please downgrade my CDL to Class E license (**\$48 Renewal Fee**)

\$_____ **\$75 CDL (Commercial DL - Class A, B, or C) Renewal Fee** (include self certification form)

\$_____ **\$7 fee for each endorsement on license** - If you also have a Motorcycle Endorsement and/or CDL Endorsement(s), you must include an additional \$7 fee for each endorsement.

NOTE: We cannot renew a "H" Hazardous Material endorsement by mail. You must appear in person to renew a CDL and keep the hazmat endorsement. However, you can still renew the CDL by mail and drop the hazmat endorsement.



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**Military Personnel and Dependents
Driver License Renewal Application/Affidavit**

Military personnel and members of their immediate family residing with them are exempt from renewal re-examination and delinquent fees. Please complete the military affidavit below certifying active duty status in the U.S. Armed Forces and current assignment outside of Florida. **This application/affidavit must be signed under oath before your Commanding Officer, his/her representative or a military official who is authorized to administer oaths.**

First Name Middle Name Last Name Country/State of Birth

Date of Birth Driver License Number Email Address/Phone Number

Residential Address – this will appear on the license - Please Print (If you have a Commercial license, the residential address must be in Florida)

Street City State Zip Code

Mailing Address if different from residential address - Please Print

Street City State Zip Code

I hereby request renewal of my Florida driver license, due to active duty military assignment outside of the State of Florida. I have checked and certify to the statements below which are applicable to me.

☐ I am a member of the Armed Forces of the United States, stationed outside the State of Florida. (Military Orders Enclosed)

☐ I entered the Military Services of the United States on _____.

☐ I reside with and I am a member of the immediate family (spouse, son, daughter, step-child) of _____, who is in the U.S. Armed Forces (and has been continuously since, _____). (Military Orders Enclosed)

Month Day Year

☐ I do swear or affirm that I do not have in my possession nor under my control a valid driver license issued in another state.

☐ I do swear or affirm that my driving privilege is not under revocation, suspension or cancellation in any other state.

The following must be signed under oath before your Commanding Officer, his/her representative or a military official who is authorized to administer oaths.

Under Penalty of Perjury, do you swear or affirm that the information given by you in this application is true and correct?

Customer's Signature: _____

Sworn to and subscribed before me this _____ day of _____, A.D. 20_____

Signature Rank Military Authorization/Organization

